

Community Legal Aid Services Loan Repayment Assistance Program

(the following was extracted from CLAS' collective bargaining agreement)

ARTICLE 27A: STUDENT LOAN REPAYMENT

(a) Types of Loans Covered. Covered loans are all loans for education leading to licensure as an attorney received under institutionally approved and certified loan programs. Personal loans from banks, family members or others are not included.

(b) Qualifying Employment. Staff attorneys are eligible who work full or part time. The benefits to part time attorneys shall be pro-rated. All eligible attorneys shall provide verification of the amount of their monthly payments, total loan obligations, and terms of repayment for all eligible loans to the Deputy Director. Participating employees shall also provide annually to the Deputy Director by February 1 a statement from the lender indicating loan payments made during the previous year. If payment has been made by WRLS [now CLAS] to participating employees but loan payments have not been made by the employee, WRLS [now CLAS] shall be reimbursed in full by the employee.

(c) Amounts to be Paid. The Employer shall pay directly to the eligible employee 20% of that employee's monthly loan repayment obligation, up to a maximum of \$100.00 per month per eligible employee.

(d) Beginning of Loan Forgiveness. Monthly payments to eligible employees shall commence in March, 1993, and shall thereafter be included in the first pay period of each month. A new eligible employee shall start receiving monthly payments in the first pay period of the month following the completion of his / her probationary period.

(e) Leaves of Absence from the Program. If an eligible employee is on unpaid leave, payments to said employee shall be suspended.

Section 5.06 of CLAS Personnel Policies and Procedures Manual provides similar coverage for non-union employees. It provides:

05.06 Student Loan Reimbursement

Types of Loans Covered: Covered loans are all loans for education leading to licensure as an attorney received under institutionally approved and certified loan programs. Personal loans from banks, family members or others are not included.

Qualifying Employment: Staff attorneys are eligible who work full or part time. The benefits to part time attorneys shall be pro rated.

Procedures: All eligible employees shall provide verification of the amount of their monthly payments, total loan obligations and terms of repayment for all eligible loans to the Chief Financial Officer. Participating employees shall also provide annually to the Chief Financial Officer (by February 1) a statement from the lender indicating loan payments made during the previous year.

Duty to Repay Amounts Reimbursed: If payment has been made by CLAS to a participating employee but loan payment(s) have not been made by the employee, CLAS shall be reimbursed in full by the employee.

Amounts to be Paid: CLAS shall pay directly to the eligible employee twenty percent (20%) of that employee's monthly loan obligation, up to a maximum of One Hundred Dollars (\$100.00) per month per eligible employee.

Beginning of Loan Forgiveness: Monthly payments to eligible employees shall commence effective January 1, 2002, and shall thereafter be included in the first pay period of each month. A new eligible employee shall start receiving monthly payments in the first pay period of the month following completion of his or her probationary period.

Leaves of Absence from the Program: If an eligible employee is on unpaid leave, payments to said employee shall be suspended.